

**DUTY STATEMENT**

DFW 242A (REV. 07/18/22)

☐ **CURRENT****Department Statement:**

*California is one of the most biodiverse places on the planet. As such, the Department of Fish and Wildlife (CDFW) values diverse employees working together to protect nature for all Californians. CDFW is committed to fostering an inclusive work environment where all backgrounds, cultures, and personal experiences can thrive and connect others to our critical mission.*

<b>INSTRUCTIONS:</b> A duty statement and organizational chart must be submitted with each Request for Personnel Action, Form 242	<b>EFFECTIVE DATE</b> July 1, 2022
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DFW DIVISION/BRANCH/REGION/OFFICE Wildlife and Fisheries Division	POSITION NUMBER (Agency-Unit-Class-Serial) 565-032-0765-XXX
UNIT NAME AND LOCATION Beaver Restoration Program, West Sacramento	CLASS TITLE Senior Environmental Scientist (Specialist)
INCUMBENT Vacant (Beaver Restoration Coordinator)	CURRENT POSITION NUMBER (Agency-Unit-Class-Serial) 565-032-0765-XXX
<b>BRIEFLY DESCRIBE THE POSITION'S ORGANIZATION SETTING AND MAJOR FUNCTIONS</b> Under the general supervision of the Senior Environment Scientist Supervisor in the Department's new Beaver Restoration Program, the incumbent serves as the statewide coordinator for restoring ecosystems to protect biodiversity and build drought and wildfire resiliency, through the restoration of beavers in California. The position may serve as a Lead Person for permanent or temporary staff.	

PERCENTAGE OF TIME PERFORMING DUTIES	INDICATE THE DUTIES AND RESPONSIBILITIES ASSIGNED TO THE POSITION AND THE PERCENTAGE OF TIME SPENT ON EACH. GROUP RELATED TASKS UNDER THE SAME PERCENTAGE WITH THE HIGHEST PERCENTAGE FIRST. (USE THE REVERSE SIDE IF NECESSARY.)
40%	<b>ESSENTIAL FUNCTIONS:</b> <b>Species Restoration and Relocation:</b> Serve as the Statewide Beaver Restoration Coordinator responsible for evaluating efficacy, benefits, and/or impacts of beaver restoration projects on biodiversity and riparian habitat, in close coordination with Department staff, agency and tribal partners, and key stakeholders. Identify and develop restoration strategies to re-introduce, relocate, and maintain beaver on the landscape. Coordinate beaver reintroduction, relocation, and species recovery efforts throughout the state. Identify and address ecosystem and species restoration priorities and actions; develop a beaver restoration project list; coordinate key project logistics, procure equipment to trap, tag, and relocate beavers, and other resources necessary for successful implementation. Implement nature-based solutions to increase wildfire resiliency; promote beaver-facilitated ecosystem restoration and biodiversity preservation in conservation and management activities. Review and update Department policies and guidelines in development of a comprehensive beaver management plan.
25%	<b>Data Monitoring and Analysis:</b> Track implementation of restoration projects and monitoring activities across the state. Determine methods and sampling design; monitor restoration goals to increase biodiversity and resiliency to climate change, drought, and wildfire. In close coordination with the Wildlife Branch and Fisheries Branch, compile and analyze data collected from restoration projects across the state involving beaver relocations and areas where beaver reintroductions have occurred. Coordinate post-restoration monitoring activities. Develop templates for restoration plans, survey reports, relocation and monitoring protocols, and project summaries. Prepare technical reports, recommendations, and briefings. Publish results of research in peer-reviewed scientific publications; present technical reports, presentations, and research at professional meetings, both nationally and across California.
15%	<b>Conflict Mitigation:</b> Identify areas of reported beaver damage and conduct habitat suitability models to identify opportunities to reduce the risk of human conflict and sustain long-term beaver occupancy. Create a pathway to utilize beaver relocation in watersheds where beavers have been extirpated and/or co-existence strategies exhausted. Coordinate restoration and relocation efforts to reduce conflict, in consultation with agency and tribal partners and stakeholders. Determine mitigation measures for beaver habitat impacts and develop guidance for non-lethal deterrent methods to encourage safe

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15%	<p>coexistence. Develop an integrated “toolkit” of proven-effective beaver exclusion techniques for staff and stakeholders.</p> <p><b>Outreach and Coordination:</b> Represent the Department in multi-agency efforts, committees, and working groups related to beaver conservation and management. Facilitate effective public education and outreach for beaver conservation in coordination with Department staff and stakeholders; provide technical assistance to prevent potential conflict due to beaver activity; maintain CDFW webpages; develop educational materials. Conduct training and workshops in the design and implementation of beaver restoration projects, monitoring protocols, and habitat enhancements to interested parties.</p>	
5%	<p><b>NON-ESSENTIAL FUNCTIONS:</b> Perform administrative tasks, including tracking of time worked; attend professional development, trainings and seminars as appropriate; and stay current with evolving methods and literature on beaver restoration and research to contribute to the achievement of Department goals and program objectives.</p> <p><b>DESIRABLE QUALIFICATIONS:</b> <b>Special Personal Characteristics:</b> Advanced degree in wildlife biology or closely related field with experience in beaver conservation and management. Knowledge and ability to explore nature-based solutions. Strong verbal and written communication skills. Ability to disseminate and present complex data and information in a clear, easily-understood manner. Experience using habitat modelling and population modelling techniques, various statistical applications, and computer programming (e.g., R language). Familiarity with state and federal wildlife recovery programs, regulations, and policies.</p> <p><b>Interpersonal Skills:</b> Shows courtesy, respect, and tact towards others. Highly dedicated and strongly self-motivated. Ability to work independently and thrive in a multidisciplinary team. Values collaboration and the contribution of others in the workplace. Ability to maintain composure, professional integrity, and respond positively and proactively to high-pressure situations and challenges. Ability to successfully interact, work cooperatively, and collaborate effectively with professional staff, stakeholders, and the public. Demonstrated sensitivity to diverse views and values.</p> <p><b>WORKING CONDITIONS:</b> Ability to use a computer keyboard in a sitting and/or standing position several hours a day. In addition to working with Sacramento-based staff, interact with Regional staff, Research Partners, NGOs, and the public via e-mail, telephone, video conferencing, and in-person, in congruence with COVID-19 prevention best practices. The position is a headquarters position, but may involve field activities that may involve strenuous physical activity in variable weather conditions. Must be able to lift and move up to 30 lb. Must possess CA driver's license and be able to drive up to 8 hours. Statewide travel will be required. Must be willing to work long, irregular hours, including early mornings, evenings, and weekends because of the species involved.</p>	
<b>SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.</b>		
<b>PRINT SUPERVISOR'S NAME</b>	<b>SUPERVISOR'S SIGNATURE</b>	<b>DATE</b>
<b>EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT. I HAVE READ AND UNDERSTAND THE DUTIES AND ESSENTIAL FUNCTIONS OF THE POSITION AND CAN PERFORM THESE DUTIES WITH OR WITHOUT REASONABLE ACCOMMODATION.</b>		
<b>PRINT EMPLOYEE'S NAME</b>	<b>EMPLOYEE'S SIGNATURE</b>	<b>DATE</b>